

**MARTIN CITY COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING**
May 17, 2022, LIETZ HALL, MARTIN CITY, MT
Minutes

The meeting was called to order at 7:03 p.m.

Present: President-Greg Doggett, Officers-Cindy Doggett, Ed Benton, and Jim Zerbe
Chief Operator/General Manager-Ben Shafer, and Clerk-Mary Margaret Alexander.

Absent: Tyler Lentz

The Minutes for April 26, 2022 were approved by unanimous consent.

The Board Members were introduced to the new Martin City County Water District Clerk, Mary Margaret (Maggie) Alexander.

Operator Report:

- Chief Operator/General Manager Ben Shafer reported the Deerlick May 4, 2022 bacteriological water test results for coliform was satisfactory. However, Ben brought to the attention of the Board they may want to think about getting the water sample from somewhere else as he expects at some future point the water test will show some contamination. Greg requested that he investigate a new site.
- Ben stated he has updated the Work Order list and the O & M strategy for work accomplished as of today.
- Connie Strey home – Couldn't find any abandoned meter site on property. Plan for install should be able to be done with minimum disruption (the main is under the street, but feels Travis and Ernie will figure this out with notice to get street area repaved rather quickly. Mark is handling this.
- Furnia, account 136, has been turned back on.
- Learned Elaine Floyd has passed. Her granddaughter will be taking over the service and Ben left 2 applications (one for each property) at the home. The account has been brought current as of Monday.
- Greg mentioned he has received an email from Mark on progress with new installs. Jesse Mack is a change out. Tom Torpen has purchased 610 Central Ave and will start a new install .

Discussion regarding there being new pits going in Glacier Hills this year, maybe 3. Coffman lot would be moving forward. Ben needs to know so he can make sure he has parts as any made of brass are the hardest to get. Need Clerk to make sure any services going in in Glacier Hills have paid the developer first as per agreement.

- Work Orders

Storage tank lining: will follow up with Dan regarding bids. Have only received one so far, but would like to see 3. Ben will check with Potable Divers, the company who cleaned the tank last year, for leads on companies who do this work.

Generator Enclosure: Bid from Tyler Lentz, Done Dirty LLC, sent via email. No one has a copy on hand for meeting, but remembered the bid was around \$1,800. (Found estimate, see

attached) Ben mentioned whatever coating material is used it will need to be fire retardant. There was discussion regarding two coating options. If the water district does it it will need to be properly cleaned, primed and painted before install or to order it powder coated with preferred color.

Ben mentioned he has closed W/O 2022-2 and updated completion dates on W/O to what he felt were more realistic dates.

System Total Reports:

- The Board reviewed the System Totals Reports with not out-of-range water loss of 68,747 gallons for April. The Route 2 Report remains suspect because of the meter possibly not suited for the application for which it is being used. The Usage Reports, the Usage and Loss Report, and the Comparison Report were reviewed next. It was noted that the Usage and Loss Report summarizes the yearly data to date. The Comparison Reports were an improvement over last year for the most part.
- Ed noted Glacier Park and the Paulson Resorts already have occupants there, so the May report will probably reflect some usage.

Financial Reports:

- The Clerk summarized the District's financial statements for April 2022. The Flathead County Finance Department's deposit into MCCWD's Tax Roll Fund #7273 for April 2022 equaled \$571.85, and an interest distribution of \$46.33 was recorded for the Capital Investment Fund #7274. There were no comments or questions on the District's Balance Sheets, nor on the Clerk's timesheets.
- The Disbursement Report for May 15, 2022 listed the Montana Monthly Withholding Tax Payment of \$13.00 for April and \$108.00 for May 2022.
- The May 15, 2021 Disbursement Report listed a payment to the Daily Inter Lake for \$434.43 for the help wanted ad, a payment to the Montana Dept. of Environmental Quality for the renewal of the operator's license for Mark Hemingway, a payment of \$19.99 to Google Play for the yearly extra cloud storage and a transfer of \$560.00 to the Maintenance Fund for May 2022.
- **A motion to approve the Disbursement Reports dated May 15, 2022 was made by Greg, seconded by Cindy, and unanimously approved by the Board.**

Adjustment Reports:

- The Adjustments Reports depicted one turn off fee and the four fees for Posting by the Chief Operator of the customers for two-months or more past due.

Old Business:

- Done Dirty, LLC estimate, in the amount of \$1,855, for generator enclosure at Glacier Hills Pumphouse was sent via email to Clerk and Chief Operator. Estimate seemed reasonable. Ben was asked to follow-up with Tyler concerning installation and painting.

New Business:

- Remaining 2 hydrants need locks of the same style as other hydrants. Chief Operator will take care of ordering parts as needed to complete.
- **Motion was made by Greg Doggett, President, to add the new Clerk, Mary Margaret Alexander, to the four (4) Glacier Bank accounts and remove Victoria Zerbe. Cindy Doggett second, Motion approved.**
- Ed brought to the Board's attention a request to send a card to Donna Meskimen, a former Board Member, who is seriously ill. Cindy volunteered to take care of this and sign the card from The Martin City County Water District Board of Directors.

Agenda Items for next meeting:

- None mentioned.

Next Meeting:

- Scheduled for June 1, 2022 at 7:00 p.m.

Adjournment:

- As there were no other items to discuss, Greg made a motion at 8:05 p.m. to adjourn and Cindy seconded it; all agreed.

Respectfully submitted,

Mary Margaret Alexander
Clerk

5/24/22 Addendum to Minutes:

The Board of Directors of Martin City County Water District hereby notify Glacier Bank to remove Tiffany Tyree signor and add Mary Margaret Alexander as a signor to the four (4) Glacier Bank Accounts.

Greg Doggett, President

Dated: _____

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